

Office of Employee Appeals

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Description	FY 2003 Actual	FY 2004 Approved	FY 2005 Proposed	% Change from FY 2004
Operating Budget	\$1,439,312	\$1,500,594	\$1,537,804	2.5
FTEs	12.8	15.0	14.5	-3.3

The mission of the Office of Employee Appeals (OEA) is to render impartial, legally sufficient, timely decisions on appeals filed by District employees who challenge employer decisions concerning adverse actions for cause, reductions in force, performance evaluations, and classification of positions.

OEA was established as part of the 1978 District of Columbia Comprehensive Merit Personnel Act. The hearing board is composed of five members with demonstrated qualifications in the area of personnel management and labor relations. The board is a quasi-judicial body charged with hearing and adjudicating appeals filed by District government employees under the applicable statute and board rules.

The agency plans to fulfill its mission by achieving the following strategic result goals:

- Reducing the average time to resolve an appeal.
- Encouraging the use of the informal mediation process to resolve grievances to avoid costly and time-consuming formal litigation.

Funding by Source

Tables CH0-1 and 2 show the sources of funding and FTE's by fund type for the Office of Employee Appeals.

Table CH0-1

FY 2005 Proposed Operating Budget, by Revenue Type

(dollars in thousands)

	Actual FY 2002	Actual FY 2003	Approved FY 2004	Proposed FY 2005	Change from 04	Percent Change
Local Fund	1,485	1,439	1,501	1,538	37	2.5
Total for General Fund	1,485	1,439	1,501	1,538	37	2.5
Gross Funds	1,485	1,439	1,501	1,538	37	2.5

Table CH0-2

FY 2005 Full-Time Equivalent Employment Levels

	Actual FY 2002	Actual FY 2003	Approved FY 2004	Proposed FY 2005	Change from 20 04	Percent Change
General Fund						
Local Fund	14	13	15	15	0	-3.2
Total for General Fund	14	13	15	15	0	-3.2
Total Proposed FTEs	14	13	15	15	0	-3.2

20Expenditure by Controller Source Group

Table CH0-3 shows the FY 2005 proposed budget for the agency at the Comptroller Source Group level (Object Class level).

Table CH0-3

FY 2005 Proposed Operating Budget, by Comptroller Source Group

(dollars in thousands)

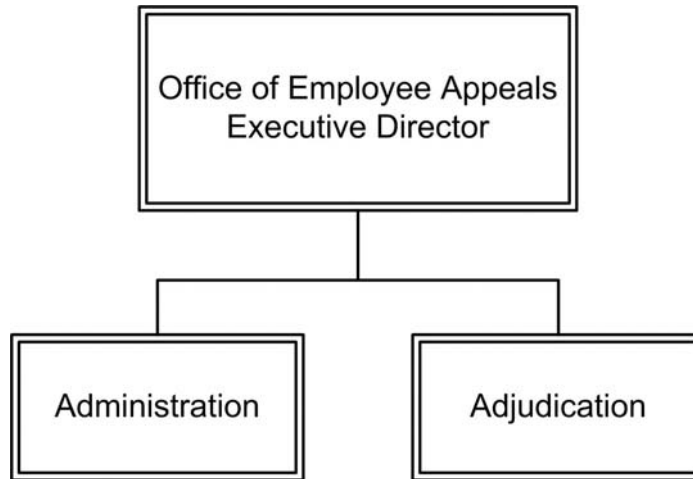
Comptroller Source Group	Actual FY 2002	Actual FY 2003	Approved FY 2004	Proposed FY 2005	Change from 2004	Percent Change
11 Regular Pay - Cont Full Time	917	857	854	880	26	3.0
12 Regular Pay - Other	38	37	132	106	-26	-19.4
13 Additional Gross Pay	40	0	0	0	0	0.0
14 Fringe Benefits - Curr Personnel	137	131	150	148	-2	-1.2
Subtotal Personal Services (PS)	1,132	1,024	1,135	1,134	-2	-0.2
20 Supplies And Materials	5	6	8	8	0	0.0
31 Telephone, Telegraph, Telegram, Etc	8	8	9	12	3	37.5
32 Rentals - Land And Structures	259	279	285	294	9	3.2
34 Security Services	5	5	6	6	1	10.0
40 Other Services And Charges	25	19	11	18	7	71.3
41 Contractual Services - Other	31	67	48	48	0	0.0
70 Equipment & Equipment Rental	22	31	0	19	19	100.0
Subtotal Nonpersonal Services (NPS)	336	415	365	404	39	-10.7
Total Proposed Operating Budget	1,485	1,439	1,501	1,538	37	2.5

Expenditure by Program

The funding is budgeted by program and Public Employee Relations Board has the following program structure:

Figure CH0-1

Office of Employee Appeals



Gross Funds

The proposed budget is \$1,537,804, an increase of \$37,210 or 2.5 percent from the FY 2004 approved budget of \$1,500,594. There are 14.5 total FTEs for the agency, a decrease of 3.3 FTEs from FY 2004.

General Fund

Local Funds. The proposed budget is \$1,537,804, an increase of \$37,210 or 2.5 percent from the FY 2004 approved budget of \$1,500,594. There are 14.5 total FTEs for the agency, a decrease of 3.3 FTEs from the FY 2004 approved budget.

Changes from the FY 2004 approved budget are:

- A net decrease of \$1,767 in personal services due to the reduction in the number of FTEs.
- A net increase of \$12,986 in fixed costs.
- An increase of \$7,491 in other services and charges to provide stipends for OEA Board

Members.

- An increase of 18,500 in equipment to provide on-site copier services and research capability.

Programs

The Office of Employee Appeals has two program areas:

Program Description

Administration - provides for the day to day management of the agency. The executive director is assisted by support staff in performing these functions.

Adjudication - provides the agency's core service: hearing and adjudicating appeals filed by District government employees in accordance with the enabling statute and board rules. The OEA hears appeals from District government employees challenging an agency's final decision on: 1) a performance rating resulting in the

employee's termination; 2) an adverse action for cause resulting in the employee's termination, reduction in grade, or suspension for 10 days or more; 3) a reduction in force. To conduct this process, the employee is first granted an evidentiary hearing before hearing examiners, resulting in an initial written decision. That decision may be appealed to the OEA Board, whose general counsel then will prepare a written opinion and order. The board's decisions are appealed first to the D.C. Superior Court then to the D.C. Court of Appeals. To reduce the number of time-consuming and expensive appeals, OEA also offers an informal mediation process with all hearing examiners having received mediation training.

Agency Goals and Performance Measures

Goal 1: Reduce the backlog of appeals and issue decisions within 120 work days

Citywide Strategic Priority Area(s): Making

Government Work

Manager(s) Warren M. Cruise, Esq., Executive Director

Supervisor(s) Warren M. Cruise, Esq., Executive Director

Measure 1.1: Number of initial decisions issued

	Fiscal Year				
	2002	2003	2004	2005	2006
Target	320	200	200	200	225
Actual	320	194	-	-	-

Goal 2: Issue Opinions and Orders on petitions for review.

Citywide Strategic Priority Area(s): Making

Government Work

Manager(s) Sheila Barfield, Esq. General Counsel

Supervisor(s) Sheila Barfield, Esq. General Counsel

Measure 2.1: Number of Opinions and Orders (on petitions for review) issued

	Fiscal Year				
	2002	2003	2004	2005	2006
Target	35	35	35	35	35
Actual	35	35	-	-	-

Goal 3: Encourage employees and agencies to mediate rather than adjudicate or litigate

Citywide Strategic Priority Area(s): Making Government Work

Manager(s): Warren M. Cruise, Esq., Executive Director

Supervisor(s): Warren M. Cruise, Esq., Executive Director

Measure 3.1: Number of mediations conducted

	Fiscal Year				
	2002	2003	2004	2005	2006
Target	15	15	40	40	35
Actual	15	35	-	-	-

Note: The agency has increased the target for FY 2006 to 35 mediations based on FY 2003 results. The agency also increased the FY 2004 and 2005 targets to 40 mediations per year given FY 2003 results and available resources.

